



# CITY OF LODI

## COUNCIL COMMUNICATION

AGENDA TITLE: Ratification of San Joaquin County Council of Governments' Budget for Fiscal Years 1997/98 and 1998/99

MEETING DATE: May 21, 1997

PREPARED BY: Public Works Director

RECOMMENDED ACTION: That the City Council ratify the San Joaquin County Council of Governments' (COG's) budget for fiscal years 1997/98 and 1998/99.

BACKGROUND INFORMATION: Attached is a copy of COG's annual financial plan for fiscal years 1997/98 and 1998/99, adopted by the COG Board on April 22, 1997.

Pursuant to the COG's Joint Powers Agreement, following adoption of the budget by COG's Board, a copy is delivered to Lodi, and other member agencies, for ratification by each governing body. COG staff will be present to answer any questions the Council may have.

  
Jack L. Ronsko  
Public Works Director

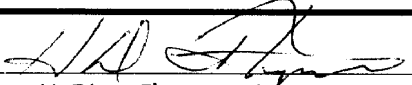
Prepared by Carlos Tobar, Transportation Manager

JLR/CT/lm

attachment

cc: Transportation Manager  
SJCOG - Steve Dial

APPROVED: \_\_\_\_\_

  
H. Dixon Flynn -- City Manager

## ***Notes to FY 1997/98 & 1998/99 Council of Governments Budget***

The attached budget provides is a summary of expenditures by cost category and line item comparing the proposed budgets with the current year (FY 96/97) approved budget. The following assumptions are incorporated in the budget:

1. Work will not begin and expenses will not be incurred unless anticipated revenues sources that are attained i.e., Air District grants, Freeway Service Patrol, etc.
2. We anticipate being fully staffed for the entire fiscal year, therefore the Salaries and Benefits cost category is fully funded.
3. We will continue to work toward the goal of increasing our reserve by budgeting \$50,000 to be transferred to a reserve account in FY 97/98 and \$39,423 in FY 98/99.
4. \$38,074 remains unbudgeted for future programming and contingencies in FY 97/98. In addition, COG's Federal Highways Planning account contains over \$100,000 in unobligated funds from previous years' allocations.

### **LINE ITEMS WITH SIGNIFICANT CHANGE**

The Salaries and Benefits group increases 3.8% reflecting full staffing for the entire year.

Office Expense increases 29.4%. The majority of this increase is in the proposed establishment of an Internet site for COG and upgrading our computer network.

Communications increases 15% due to the addition of the Freeway Service Patrol cell phones and the telephone service at the California Highway Patrol. Should the Board elect not to participate in the Freeway Service Patrol in the future, these costs would be reduced.

Maintenance - Equipment increases 42.9%. All of our computers and printers require periodic service, maintenance and repair.

Rents & Leases - Equipment increases 20.9% with the proposed addition of replacement computers and the addition of a color copier/printer.

Publications & Legal Notices decreases 25% to reflect actual need.

Building Maintenance increases 133.3%. COG is responsible for maintaining many aspects of its office facilities, an expense that was borne by the county previously.

**Professional Services** increases 35.2% due to the full year of the Freeway Service Patrol, reliance on consulting services (advertising and marketing) for Commute Connection, consulting services to assist in the installation of the Internet site and engaging an accounting firm to perform the triennial performance audits due in 97/98.

**Fixed Assets** are reduced 54%. With exception of the items identified on the Fixed Asset page of the budget, all new computer purchases will be on lease.

**San Joaquin County Council of Governments**  
**BUDGET**  
**Fiscal Years 1997/98 & 1998/99**

REVENUES	FY 96-97 Amend. #5(2/25/96)	FY 97/98 Proposed	FY 98/99 Proposed
Federal Grants	\$945,454	\$956,801	\$891,800
State Grants	\$154,174	\$183,000	\$175,000
Local	\$808,473	\$1,015,500	\$966,000
Interest	\$6,850	\$0	\$0
Other	\$50,000	\$50,000	\$0
<b>COG OPERATING REVENUES</b>	<b>\$1,964,951</b>	<b>\$2,205,301</b>	<b>\$2,032,800</b>
 Federal Pass-Through	 \$6,539,000	 \$6,539,000	 \$6,539,000
State Pass-Through	\$756,300	\$828,356	\$869,774
Local Pass-Through	\$33,779,000	\$36,709,000	\$38,939,794
Sales Tax Revenue Bonds	\$0	\$0	\$0
<b>TOTAL COG REVENUE</b>	<b>\$43,039,251</b>	<b>\$46,281,657</b>	<b>\$48,381,368</b>
 <b>EXPENDITURES</b>			
Salaries & Benefits	\$1,242,719	\$1,289,572	\$1,289,572
Services & Supplies	\$310,406	\$355,305	\$342,805
Office Expense	\$69,800	\$90,300	\$77,800
Communications	\$16,000	\$18,400	\$18,400
Memberships	\$18,250	\$19,245	\$19,245
Maintenance - Equipment	\$10,500	\$15,000	\$15,000
Rents & Leases - Equipment	\$53,900	\$65,200	\$65,200
Transportation & Travel	\$34,600	\$34,600	\$34,600
Motor Pool-R/S Incentive-Bus Passes	\$1,450	\$1,500	\$1,500
Allocated Service Cost	\$4,100	\$4,100	\$4,100
Publications & Legal Notices	\$4,000	\$3,000	\$3,000
Insurance	\$18,306	\$19,000	\$19,000
Building Maintenance	\$1,500	\$3,500	\$3,500
Rents - Structures & Grounds	\$74,000	\$76,460	\$76,460
Education Reimbursement	\$4,000	\$5,000	\$5,000
Professional Services	\$342,400	\$463,000	\$346,000
Fixed Assets	\$35,400	\$15,000	\$15,000
Unallocated/Reserve	\$32,600	\$50,000	\$39,423
<b>COG OPERATING EXPENDITURES</b>	<b>\$1,963,525</b>	<b>\$2,172,877</b>	<b>\$2,032,800</b>
 Pass-Through	 \$41,074,300	 \$44,076,356	 \$46,348,568
<b>TOTAL COG EXPENDITURES</b>	<b>\$43,037,825</b>	<b>\$46,249,233</b>	<b>\$48,381,368</b>
 Excess (Deficit) Revenues	 \$1,426	 \$32,424	 (\$0)
Over Expenditures (Operating)			

**San Joaquin County Council of Governments**  
**STAFF ALLOCATION**  
(Effective February 25, 1997)

<u>Position</u>	<u>1995-96</u>	<u>1996-97</u>	<u>1997-98</u>	<u>1998-99</u>
Executive Director	1	1	1	1
Deputy Executive Director	1	1	1	1
Chief Financial/Administrative Services Officer	1	1	1	1
Senior Regional Planner	3	2	2	2
Staff Accountant	1	1	1	1
Regional Transportation Planner	6	9	9	9
Commute Management Coordinator	1	0	0	0
Outreach Coordinator	2	0	0	0
Executive Assistant	1	1	1	1
Office Assistant	3	3	3	3
Fiscal Assistant	1	1	1	1
<b>TOTAL</b>	<b>21</b>	<b>20</b>	<b>20</b>	<b>20</b>
Full-Time Positions:	21	20	20	20
Temporary/Part-Time Positions:	0	0.2	0.2	0.2

CITY COUNCIL

PHILLIP A. PENNINO, Mayor

JACK A. SIEGLOCK

Mayor Pro Tempore

KEITH LAND

STEPHEN J. MANN

DAVID P. WARNER

# CITY OF LODI

CITY HALL, 221 WEST PINE STREET

P.O. BOX 3006

LODI, CALIFORNIA 95241-1910

(209) 333-6706

FAX (209) 333-6710

H. DIXON FLYNN

City Manager

JENNIFER M. PERRIN

City Clerk

RANDALL A. HAYS

City Attorney

May 15, 1997

Mr. Steve Dial  
San Joaquin County Council of Governments  
6 South El Dorado Street, Ste. 400  
Stockton, CA 95202

SUBJECT: Ratification of San Joaquin County Council of Governments' Budget for  
Fiscal Years 1997/98 and 1998/99

Enclosed is a copy of background information on an item on the City Council  
agenda of Wednesday, May 21, 1997, at 7 p.m. The meeting will be held in the  
City Council Chamber, Carnegie Forum, 305 West Pine Street.

This item is on the consent calendar and is usually not discussed unless a  
Council Member requests discussion. The public is given an opportunity to address  
items on the consent calendar at the appropriate time.

If you wish to write to the City Council, please address your letter to City Council,  
City of Lodi, P. O. Box 3006, Lodi, California, 95241-1910. Be sure to allow time for  
the mail. Or, you may hand-deliver the letter to the City Clerk at 221 West Pine Street.

If you wish to address the Council at the Council meeting, be sure to fill out a speaker's  
card (available at the Carnegie Forum immediately prior to the start of the meeting) and  
give it to the City Clerk. If you have any questions about communicating with the  
Council, please contact Jennifer Perrin, City Clerk, at (209) 333-6702.

If you have any questions about the item itself, please call Carlos Tobar,  
Transportation Manager, at (209) 333-6706.

*For: [Signature]*  
Jack L. Ronsko  
Public Works Director

JLR/pmf

Enclosure

cc: City Clerk